

PERSONNEL COMMITTEE

Tuesday, March 11, 2014

City Hall, Room 207

5:30 p.m.

MEMBERS: Chair Nicholson, Ald. Kocha, Ald. DeWane, Ald. Sladek

1. Roll Call.
 2. Adoption of the Agenda.
 3. Approval of the minutes of the meeting of February 25, 2014.
 4. Request to fill the following positions and all subsequent vacancies resulting from internal transfers.
 - a. Clerk Typist III – Police
 - b. Engineering Tech (2 positions) – Public Works/Engineering Division
 5. Request by Ald. Moore for a report by Human Resources on the vacant positions in Engineering and a plan to hire and maintain minimum turnover in Engineering including a report on pay structures between the City, neighboring or similar size municipalities and the private sector.
 - a. Review report.
 - b. Recommendation to authorize Human Resources Director to contract with Carlson Dettman Consulting to conduct a classification and compensation study of the engineering occupational job series at a cost of \$10,000 plus expenses.
 6. Request by Ald. Moore, to discuss with possible action, delaying the October 1, 2014 2% general salary increase for newly hired employees until they have been employed for 6-months or consider other options.
 7. Request by Ald. Kocha, to discuss with possible action, the issue of revising the overtime payment policy, as it relates to the current requirement for employees to actually work 40-hours per week before overtime is paid.
 8. Request by Ald. Nicholson for an updated report on the Hook and Ladder Program.
 9. Report on Police Department out of state travel request.
 10. Report of Routine Personnel Actions for regular employees.
- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT www.greenbaywi.gov
 - 2) **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodation should contact the City Safety Manager at 448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
 - 3) **QUORUM:** Please take notice that it is possible that additional members of the Council may attend this committee meeting, resulting in a majority or quorum of the Common Council. This may constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
 - 4) **REPRESENTATION:** The party requesting the communication, or their representative should be present at this meeting.